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# Executive and Audit Committee, August 3-4, 2017

Coastal Carolina University

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**Coastal Carolina University  
Board of Trustees  
Minutes**

**Executive Session and Executive & Audit Committee  
Atheneum Hall, William H. Alford Ballroom  
August 3-4, 2017**

**Executive Session – Thursday, August 3, 2017**

**Board Members  
Present:**

Mr. William S. Biggs, Mr. Samuel H. Frink, Mr. Carlos C. Johnson, Mr. Charles E. Lewis, Mr. William L. Lyles Jr., Mr. Daniel W. R. Moore Sr., Mr. George E. Mullen, Mr. Patrick Sparks, Dr. Oran P. Smith, Mr. H. Delan Stevens, and Mr. William E. Turner III

**Others Present:**

Ms. Katherine Brooks, Dr. J. Ralph Byington, Ms. Meredith Canady, Dr. David A. DeCenzo, Mr. Timothy E. Meacham, Ms. Mr. Travis E. Overton, Ms. Denise Perez, and Mr. Mark Roach

(In accordance with the requirements of the South Carolina Freedom of Information Act, the news media were notified of the time, location, and agenda for the meeting. No media were in attendance.)

Chairman Bill Biggs brought the Executive Committee Session to order at 12:40 p.m.

Oran Smith moved to go into Executive Session to discuss personnel, contractual, and legal updates. Sam Frink seconded. The motion carried.

Upon reconvening, it was noted that no action was taken.

**Executive & Audit Committee – August 4, 2017**

**Board Members  
Present:**

Mr. William S. Biggs, Mr. Samuel H. Frink, Mr. Carlos C. Johnson, Mr. Charles E. Lewis, Mr. William L. Lyles Jr., Mr. Daniel W. R. Moore Sr., Mr. George E. Mullen, Mr. Patrick Sparks, Dr. Oran P. Smith, Mr. H. Delan Stevens, and Mr. William E. Turner III

**Others Present:**

Ms. Sandra Baldrige-Adrian, Mr. Lawton E. Benton, Ms. Katherine Brooks, Dr. J. Ralph Byington, Ms. Nedy Campbell, Mr. Joshua M. Chesson, Dr. Debbie C. Conner, Dr. David A. DeCenzo, Dr. Daniel J. Ennis, Mr. David Frost, Mr. Stephen K. Harrison, Mr. Matthew L. Hogue, Ms. Martha S. Hunn, Dr. Ed Jadallah, Ms. Jane E. Johansen, Mr. Timothy E. Meacham, Mr. Travis E. Overton, Ms. Jennifer Packard, Mr. William M. Plate Jr., Mr. Mark A. Roach, Ms. V. Chyrel Stalvey, Mr. Gregory Thompson, Mr. Stovall Witte, and Mr. David Yancey

(In accordance with the requirements of the South Carolina Freedom of Information Act, the news media were notified of the time, location, and agenda for the meeting. No media were in attendance.)

**Executive & Audit Committee**  
**August 3-4, 2017**

Chairman Bill Biggs brought the meeting to order at 9:05 a.m. Appreciation was expressed to Dr. and Mrs. DeCenzo for hosting a great dinner at Ruth's Chris for the trustees and their wives last evening.

Carlos Johnson made a motion to approve the May 4-5, 2017 Executive & Audit Committee minutes. Dan Moore seconded, and the motion carried.

Delan Stevens presented a report for the Historical Preservation and Archiving Ad Hoc Committee consisting of Dan Moore, Deborah Vrooman, Ben Burroughs and him. The committee has concerns regarding the apparent lack of direction of archival storage and maintenance on campus and records retention schedules. Some of the Kimbel silver appears to be missing also. The University needs guidance because some of our history may already be lost, and we need to do a better job at retaining it in the future.

Provost & Executive Vice President Ralph Byington stated that although the University does not currently have an archivist, the new university librarian has an archivist background. Byington will put this on the librarian's agenda when he arrives.

Byington reported that the list of applicants for the internal auditor has been narrowed down to two candidates who will be on campus later in the month. Trustees will be included in the interviews. The internal auditor should be in place by the October Board of Trustees meeting.

Vice President of Finance & Administration & Chief Financial Officer Jane Johansen stated that the audit being performed by Cline Brandt Kochenower & Co., PA is going well, and a report will be forthcoming at the October meeting.

Everyone was in agreement to go into Executive Session to discuss legal and contractual matters involving the Coastal Educational Foundation.

Will Turner made a motion to come out of Executive Session, and Delan Stevens seconded. It was noted that no action was taken.

The committee then went into Executive Session to discuss a contractual matter regarding the Association of Governing Boards of Universities and Colleges. It was noted that no action was taken upon reconvening.

As there was no further business, Stevens moved to adjourn, and Dan Moore seconded.

Respectfully submitted

*V. Chyrel Stalvey*

V. Chyrel Stalvey  
Recorder